



## Job Ticket

J5B74D5

**Customer:** #1830 EPA  
1201 Constitution Ave. NW  
Room 1349  
Washington DC 20460

**Contact:** Donna Jenkins

**Customer ID:**

**Invoice Phone:**

**Invoice Fax:**

**Ordered On:** 2/13/23 12:38 PM Mon

**Wanted By:**

**Email:**

**Invoice #:** 135914

**Number of Jobs:** 1 of 1

**Source Invoice #:**

**PO Number:**

**Sales Rep:** Keith

**Taken By:** admin

**Proof Due:**

**Proofed By:**

**Deliver On:**

**Web Reference:** (none)

### Production

**Ordered Qty:** 1

**Job Price:** 682.00

**Description:** Framing North Carolina Flag and Certificate

**Vendor:**

### Pre-Press

Quantity	Description	Price	Actual	Done
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No Pre-Press operations on this job

### Bindery

Quantity	Description	Price	Actual	Done
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No Bindery operations on this job

**Delivery Info:** None

**Charge Account**

## Jenkins, Donna

---

**From:** Dickerson, Aaron  
**Sent:** Monday, January 2, 2023 10:35 AM  
**To:** Jenkins, Donna  
**Subject:** RE: FLAG/CERTIFICATE

GM. That's great. Thank you Donna.

**From:** Jenkins, Donna <Jenkins.Donna@epa.gov>  
**Sent:** Tuesday, December 27, 2022 2:39 PM  
**To:** Dickerson, Aaron <dickerson.aaron@epa.gov>  
**Subject:** FLAG/CERTIFICATE

GA Aaron,

Hope all is well with you.

Just wanted to let you that FUNDNG was approved today. Sir Speedy will pick up the items on January 5<sup>th</sup> that's when I will be back in the office.

Happy New Year!!!

*Thank you and have a pleasant day!!*

*Donna C. Jenkins  
Staff Assistant  
Office of the Administrator  
1200 Pennsylvania Avenue, NW  
MC 1101A Room 3318WJCN  
Washington, DC 20460  
(202) 564-6959 (direct) (202) 222-5129 (cell)*

## Jenkins, Donna

---

**From:** Jenkins, Donna  
**Sent:** Monday, January 30, 2023 3:21 PM  
**To:** Hood, Anthony  
**Cc:** McCluney, Lance (he/him/his)  
**Subject:** FW: Flag

GA Anthony,

APPROVED to proceed with the Additional Cost of \$200.00 Total will \$682.00. Please advise.

Thank you and have pleasant day.

**From:** Dickerson, Aaron <dickerson.aaron@epa.gov>  
**Sent:** Monday, January 30, 2023 2:52 PM  
**To:** Jenkins, Donna <Jenkins.Donna@epa.gov>  
**Subject:** RE: Flag

Good afternoon Donna,

Kathleen and I discussed it. This is approved.

Thank you.

**From:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Sent:** Monday, January 30, 2023 2:44 PM  
**To:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** FW: Flag

GA Aaron,

Per the note below. Requesting APPROVAL to INCREASE Cost from \$482.00 to \$682.00. Please advise.

Leaving to catch my bus at 3:35pm

Thank you

**From:** Hood, Anthony <[Hood.Anthony@epa.gov](mailto:Hood.Anthony@epa.gov)>  
**Sent:** Monday, January 30, 2023 2:23 PM  
**To:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Cc:** Sir Speedy Orders <[orders@sirspeedydc.com](mailto:orders@sirspeedydc.com)>; Keith Bullock <[keith@sirspeedydc.com](mailto:keith@sirspeedydc.com)>  
**Subject:** FW: Flag

Donna see below need your approval.

**From:** Keith Bullock <[keith@sirspeedydc.com](mailto:keith@sirspeedydc.com)>  
**Sent:** Monday, January 30, 2023 10:15 AM

To: Hood, Anthony <[Hood.Anthony@epa.gov](mailto:Hood.Anthony@epa.gov)>

Subject: FW: Flag

Sent from my T-Mobile 5G Device

----- Original message -----

From: Sir Speedy Orders <[orders@sirspeedydc.com](mailto:orders@sirspeedydc.com)>

Date: 1/30/23 9:13 AM (GMT-05:00)

To: Keith Bullock <[keith@sirspeedydc.com](mailto:keith@sirspeedydc.com)>

Subject: Flag

Hi keith the flag job we are framing the Flag is much bigger then the last flag so the framer needs to use a larger frame and is charging me 200 more for the job can you get the OK from Donna

Thanks,

Michael



2001 L St. NW

Washington DC, 20036

202-857-0033



**SEND TO ACCOUNTING  
FOR PAYMENT**

2001 L Street, N.W., Washington, D.C. 20036

**Tel:** (202) 857-0033 • **Fax:** (202) 857-0059

**Email:** orders@sirspeedydc.com • **Web:** www.sirspeedydc.com

**CLIENT:**

Anthony Hood  
EPA  
1201 Constitution Ave. NW  
Room 1349  
Washington DC 20460  
Phone: 202-564-9644

**Invoice**

**No.:** 129151

**Date:** 8/11/21

**P.O./Ref. #:**

QUANTITY	DESCRIPTION	AMOUNT
1	Roll Call Vote and Photo Frame and Matting	\$ 340.00
1	Cabinet Photo Frame and Matting	\$ 225.00
1	Pen Shadow box Frame and Matting	\$ 272.00
1	Flag Certificate Shadow box Frame and Matting	\$ 400.00
SUBTOTAL		\$ 1,237.00
TAX		
SHIPPING/POSTAGE		\$ 0.00
TOTAL		\$ 1,237.00

Received By: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print: \_\_\_\_\_

Time: \_\_\_\_\_

*If you're happy with our service, please tell a friend. If not, please tell us!*

Our prices are calculated on a "cash with order" basis. Therefore, all orders are on a CASH basis unless credit is already established. Terms on established credit accounts, Net on presentation. Balances unpaid after 30 days from date of invoice are subject to a late payment charge of 2% per month, or maximum allowed by law, if different, together with expenses incidental to collection, including reasonable attorney's fees.



DATE: 3/1/2021  
CUSTOMER NO: ART32094  
CONTACT: Mathew Curran  
PHONE:  
PO #:

## INVOICE # 338083

To U.S. ENVIRONMENTAL PROTECTION AGENCY  
ATTN : SEVERA WILSON  
1200 PENNSYLVANIA AVE NW  
WASHINGTON, DC 20460

ESTIMATE # :187285

PROJECT #187286 : EPA TO SAAM APOLLO

DESCRIPTION	AMOUNT	TAX
Waybill # 251860EPA TO SAAM APOLLO	\$355.00	-
EPA TO NPG DWRC	\$472.00	-

Invoice Sub Total : \$827.00 \$0.00

### TAX SUMMARY

TAX CODE	DESCRIPTION	AMOUNT	% TAX	TAX
NT Not Taxed		\$827.00	0.000	\$0.00
TOTAL WITHOUT TAX			TOTAL WITH TAX	
\$827.00		\$0.00	\$827.00	

INVOICE TOTAL : \$827.00

(inclusive of taxes)

## LOAN AGREEMENT

Agreement for museum loan between the Smithsonian American Art Museum and Office of the Administrator, Mr. Michael S. Regan, Environmental Protection Agency.

**PERIOD OF LOAN** 29 March 2022 – 29 March 2024 (ML.2021.47)

WORK(S) OF ART	Museum Number and Description	Insurance Value
1980.49.1	BLUE SKY, <i>Spirit of the Great Pee Dee</i> , 1977, oil on canvas mounted on fiberboard, 31 3/4 x 48 in. CREDIT: Smithsonian American Art Museum, transfer from the General Services Administration	\$25,000.00
1983.41	B.J.O. NORDFELDT, <i>Frozen Pond</i> , 1946, oil on canvas, 34 x 42 1/8 in. CREDIT: Smithsonian American Art Museum, Gift of Emily Abbott Nordfeldt and the Richard Stuart Gallery	\$75,000.00

**CONDITIONS:** With museum's approval, loan is renewable at the end of the loan period. Condition examination & reports may be requested of borrower, if loan is renewed.

**INSURANCE:** Insurance waived for government agency pursuant to insurance provisions on reverse.

**EXACT LOCATION OF OBJECTS WHILE ON LOAN** Mr. Michael S. Regan, Office of the Administrator  
William Jefferson Clinton Federal Building  
U.S. EPA

If objects are moved without prior notification to the Registrar, Smithsonian American Art Museum, they will be subject to immediate recall.

### SIGNATURE

The borrower acknowledges that he/she has read the conditions on the reverse of this agreement and agrees to abide by said conditions. Agreement valid only when signed by named borrower.

SIGNED: Michael S. Regan DATE: MAY 19 2022  
Borrower, Administrator, Michael S. Regan, U.S. EPA

Melissa Kroning DATE: 3/15/2022  
Melissa Kroning, Chief Registrar, Smithsonian American Art Museum

**BORROWER SHOULD SIGN AND RETURN FIRST COPY AND RETAIN SECOND COPY.**  
Office of the Registrar Telephone# (202) 633-8480 Fax# (202) 633-8493



## Job Ticket

J5B74D5

**Customer:** #1830 EPA  
1201 Constitution Ave. NW  
Room 1349  
Washington DC 20460

**Contact:** Donna Jenkins

**Customer ID:**

**Invoice Phone:**

**Invoice Fax:**

**Ordered On:** 2/13/23 12:38 PM Mon

**Wanted By:**

**Email:**

**Invoice #:** 135914

**Number of Jobs:** 1 of 1

**Source Invoice #:**

**PO Number:**

**Sales Rep:** Keith

**Taken By:** admin

**Proof Due:**

**Proofed By:**

**Deliver On:**

**Web Reference:** (none)

### Production

**Ordered Qty:** 1

**Job Price:** 682.00

**Description:** Framing North Carolina Flag and Certificate

**Vendor:**

### Pre-Press

Quantity	Description	Price	Actual	Done
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No Pre-Press operations on this job

### Bindery

Quantity	Description	Price	Actual	Done
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No Bindery operations on this job

**Delivery Info:** None

**Charge Account**

## Jenkins, Donna

---

**From:** Wilson, SeVera  
**Sent:** Wednesday, May 18, 2022 4:31 PM  
**To:** Bacon, Matthew; Morgan, Ashley  
**Cc:** Jenkins, Donna; Valentin, Josue; Belliston, Cassandra; Lance, Kathleen  
**Subject:** RE: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install

Good Afternoon Ashley. Do you have an update on the loan agreement?

*Sincerely,*

*SeVera H. Wilson, Branch Chief*

*U.S. Environmental Protection Agency | OA | OMS | FMSD | HSB  
Desk.202.564-0097 | Work Cell.202.437-7318*

**From:** Bacon, Matthew <BaconM@si.edu>  
**Sent:** Thursday, May 5, 2022 9:20 AM  
**To:** Morgan, Ashley <Morgan.Ashley.M@epa.gov>; Wilson, SeVera <Wilson.SeVera@epa.gov>  
**Cc:** Jenkins, Donna <Jenkins.Donna@epa.gov>; Valentin, Josue <Valentin.Josue@epa.gov>; Belliston, Cassandra <BellistonC@si.edu>; Lance, Kathleen <Lance.Kathleen@epa.gov>  
**Subject:** Re: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install

Hi Ashley,

For the loan agreement the Administrator's or an authorized proxy's signature and for the shipping invoice, someone from the office who was present for the delivery and install of the loans is preferable, but ultimately someone who can attest the condition of the paintings when they arrived.

Thanks,  
Matt B.

**Matthew Bacon**

Assistant Registrar, Outgoing Loans

Smithsonian American Art Museum and Renwick Gallery

[baconm@si.edu](mailto:baconm@si.edu) | (202) 633-8474

[AmericanArt.si.edu](http://AmericanArt.si.edu) | (202) 701-4218 (cell) | MRC 970 PO Box 37012 Washington, DC 20013-7012

One special exhibitions you don't want to miss!

[Sargent, Whistler, and Venetian Glass: American Artists and the Magic of Murano](#) through May 8 at SAAM

SAAM is open Thurs–Sun, 11:30 a.m.–7 p.m.

Renwick Gallery is currently closed to the public March 7, through Thursday, May 12.  
The gallery reopens Friday, May 13 with *This Present Moment: Crafting a Better World*.



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**From:** Morgan, Ashley <Morgan.Ashley.M@epa.gov>  
**Sent:** Wednesday, May 4, 2022 10:28 PM  
**To:** Bacon, Matthew <BaconM@si.edu>; Wilson, SeVera <Wilson.SeVera@epa.gov>  
**Cc:** Jenkins, Donna <Jenkins.Donna@epa.gov>; Valentin, Josue <Valentin.Josue@epa.gov>; Belliston, Cassandra <BellistonC@si.edu>; Lance, Kathleen <Lance.Kathleen@epa.gov>  
**Subject:** RE: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install

**External Email - Exercise Caution**

Thank you, Matt. Just to confirm, who's signature do you need on this?

**Ashley M. Morgan**  
Deputy Director of Scheduling and Advance  
U.S. Environmental Protection Agency  
Cell: (202) 909-9983

---

**From:** Bacon, Matthew <BaconM@si.edu>  
**Sent:** Wednesday, May 4, 2022 1:53 PM  
**To:** Morgan, Ashley <Morgan.Ashley.M@epa.gov>; Wilson, SeVera <Wilson.SeVera@epa.gov>  
**Cc:** Jenkins, Donna <Jenkins.Donna@epa.gov>; Valentin, Josue <Valentin.Josue@epa.gov>; Belliston, Cassandra <BellistonC@si.edu>; Lance, Kathleen <Lance.Kathleen@epa.gov>  
**Subject:** Re: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install

Hi Ashley,

Thank you very much. Please find both attached.

Please let me know if you have any additional questions.

Best,  
Matt B.

**Matthew Bacon**

Assistant Registrar, Outgoing Loans

Smithsonian American Art Museum and Renwick Gallery

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**CONDITIONS:** With museum's approval, loan is renewable at the end of the loan period. Condition examination & reports may be requested of borrower, if loan is renewed.

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William Jefferson Clinton Federal Building  
U.S. EPA

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### SIGNATURE

The borrower acknowledges that he/she has read the conditions on the reverse of this agreement and agrees to abide by said conditions. Agreement valid only when signed by named borrower.

SIGNED: Michael S. Regan DATE: MAY 19 2022  
Borrower, Administrator, Michael S. Regan, U.S. EPA

Melissa Kroning DATE: 3/15/2022  
Melissa Kroning, Chief Registrar, Smithsonian American Art Museum

**BORROWER SHOULD SIGN AND RETURN FIRST COPY AND RETAIN SECOND COPY.**  
Office of the Registrar Telephone# (202) 633-8480 Fax# (202) 633-8493

## Jenkins, Donna

---

**From:** Jenkins, Donna  
**Sent:** Monday, May 23, 2022 9:30 AM  
**To:** Wilson, SeVera  
**Subject:** FW: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install  
**Attachments:** SAAM-EPA agreement.pdf

Gm SeVera,

Hope all is well with you. I have the ORIGINAL COPY. Please provide the CONTACT NAME/MAILING ADDRESS.

Thank you

**From:** Wachter, Eric <Wachter.Eric@epa.gov>  
**Sent:** Thursday, May 19, 2022 2:54 PM  
**To:** Morgan, Ashley <Morgan.Ashley.M@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Wilson, SeVera <Wilson.SeVera@epa.gov>; Bacon, Matthew <BaconM@si.edu>  
**Cc:** Jenkins, Donna <Jenkins.Donna@epa.gov>; Valentin, Josue <Valentin.Josue@epa.gov>; Belliston, Cassandra <BellistonC@si.edu>; Lance, Kathleen <Lance.Kathleen@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>  
**Subject:** RE: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install

Hi, Ashley,  
Please see attached.  
Thank you,  
Eric

**From:** Morgan, Ashley <Morgan.Ashley.M@epa.gov>  
**Sent:** Thursday, May 19, 2022 2:24 PM  
**To:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Wilson, SeVera <Wilson.SeVera@epa.gov>; Bacon, Matthew <BaconM@si.edu>; Wachter, Eric <Wachter.Eric@epa.gov>  
**Cc:** Jenkins, Donna <Jenkins.Donna@epa.gov>; Valentin, Josue <Valentin.Josue@epa.gov>; Belliston, Cassandra <BellistonC@si.edu>; Lance, Kathleen <Lance.Kathleen@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>  
**Subject:** RE: Estimate for Apollo -EPA Government Loan Pickup, Soft Pack, Delivery and Install

Hi there –

Looping in @Eric Wachter who will follow-up with a signed copy.

Thanks!  
Ashley

**Ashley M. Morgan**  
Deputy Director of Scheduling and Advance  
U.S. Environmental Protection Agency  
Cell: (202) 909-9983

**From:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>  
**Sent:** Thursday, May 19, 2022 7:21 AM

## Jenkins, Donna

---

**From:** Jenkins, Donna  
**Sent:** Tuesday, July 6, 2021 10:15 AM  
**To:** Lance, Kathleen  
**Cc:** Morgan, Ashley  
**Subject:** FW: Administrator's Items

GM Kathleen,

Hope all is well with you. Per the items that you requested to have Framed for Administrator Regan. Please see information below from Allison Holden.

I will be in the office Wednesday and Thursday of this week. Please advise.

Have a pleasant day.

**From:** Holden, Allison <Holden.Allison@epa.gov>  
**Sent:** Friday, July 2, 2021 10:09 AM  
**To:** Jenkins, Donna <Jenkins.Donna@epa.gov>  
**Cc:** Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Sisson, Ann <Sisson.Ann@epa.gov>  
**Subject:** RE: Administrator's Items

Hi Donna,

Getting back to you about the framing question. It is legally fine to frame the Administrator's personal items for display in his office as long as it is done in a way that is removable and the frames are reusable, i.e. they do not have to be destroyed to retrieve the item at the end of his time in office.

Also, any extramural expenses for this purpose will count against the Administrator's \$5,000 cumulative allowance for furnishing, redecorating, and purchasing furniture, and making improvements without providing advance notice to congressional appropriations committees under Section 710 of the annual appropriations act. This would include, for example, the purchase of new frames and the cost of any external contractor framing and/or installation service. We would exclude any internal EPA "free" repurposed property and the costs of our normal facilities staff and on-call facilities contractors who, by virtue of the contract type and pricing, are paid regardless of what exactly they do. Please let Juanita know the total extramural expenses so she can keep track of this limit.

Thanks!

---

Allison Holden  
Attorney-Advisor  
Civil Rights and Finance Law Office  
Office of General Counsel  
Environmental Protection Agency  
Pronouns: she/her  
202-564-3841

**From:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Sent:** Tuesday, June 29, 2021 11:16 AM  
**To:** Holden, Allison <[Holden.Allison@epa.gov](mailto:Holden.Allison@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Subject:** RE: Administrator's Items

Thank you. Appreciate it. Have a pleasant day.

**From:** Holden, Allison <[Holden.Allison@epa.gov](mailto:Holden.Allison@epa.gov)>  
**Sent:** Tuesday, June 29, 2021 11:15 AM  
**To:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Subject:** RE: Administrator's Items

Okay great, we'll take that into account. Will get back with you in a few days Thanks!

---

Allison Holden  
Attorney-Advisor  
Civil Rights and Finance Law Office  
Office of General Counsel  
Environmental Protection Agency  
Pronouns: she/her  
202-564-3841

**From:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Sent:** Tuesday, June 29, 2021 11:12 AM  
**To:** Holden, Allison <[Holden.Allison@epa.gov](mailto:Holden.Allison@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Subject:** FW: Administrator's Items

GM Allison,

I didn't mean to bother your when I called. I wanted to let you know the per the items below that the Administrators is requesting to have Framed.

Labor Services gave me a Frame that was being SURPLUSED for the Administrator's Cabinet Photo. Please advise.

Thank you

**From:** Jenkins, Donna  
**Sent:** Monday, June 28, 2021 1:32 PM  
**To:** Holden, Allison <[Holden.Allison@epa.gov](mailto:Holden.Allison@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Subject:** RE: Administrator's Items

Thank you Allison. Have a pleasant day.

**From:** Holden, Allison <[Holden.Allison@epa.gov](mailto:Holden.Allison@epa.gov)>  
**Sent:** Monday, June 28, 2021 1:25 PM  
**To:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Subject:** RE: Administrator's Items

Hi Donna,

Thanks for checking in. Let me check with managers and get back with you.

---

Allison Holden  
Attorney-Advisor  
Civil Rights and Finance Law Office  
Office of General Counsel  
Environmental Protection Agency  
Pronouns: she/her  
202-564-3841

**From:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Sent:** Monday, June 28, 2021 12:41 PM  
**To:** Holden, Allison <[Holden.Allison@epa.gov](mailto:Holden.Allison@epa.gov)>  
**Cc:** Carpenter, Wesley <[Carpenter.Wesley@epa.gov](mailto:Carpenter.Wesley@epa.gov)>  
**Subject:** Administrator's Items

GA Allison,

Hope all is well with you and your Family. I have a some items that the Administrator would like Framed and Shadow Boxed (See Below). I know that in the past we have framed items for the previous Administrators.

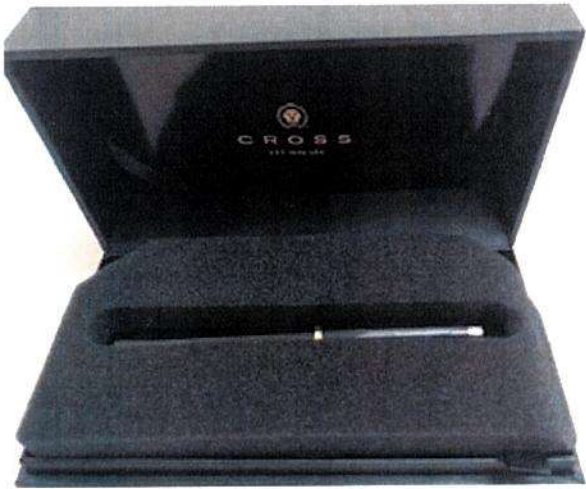
Just want to stay on the Straight and Narrow. Please advise.

Always appreciate your help. Have a pleasant day.

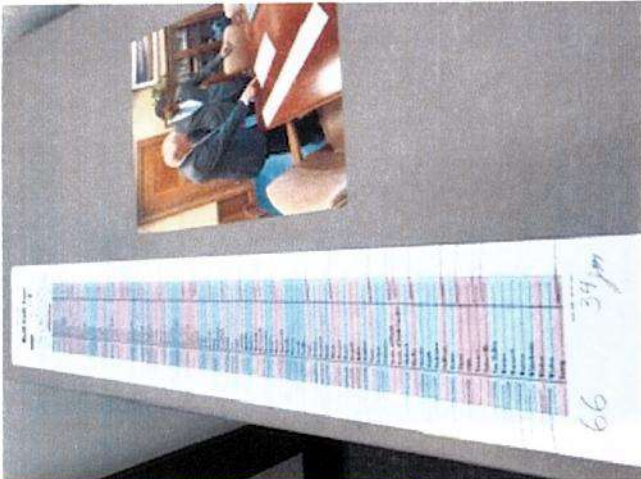
**From:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Sent:** Monday, June 28, 2021 12:31 PM  
**To:** Jenkins, Donna <[Jenkins.Donna@epa.gov](mailto:Jenkins.Donna@epa.gov)>  
**Subject:** Administrators Pictures



Flag that flew over the Capital (Shadow Box/Certificate Framed)



Signing Pen (Shadow Box)



Roll Call Vote and Picture Framed



Cabinet Photo Framed

Sent from my iPhone